

# **ABAG CALFED TASK FORCE AND BAY AREA WATER FORUM** **Draft Budget Plan by Task as of 6/1/05**

Current FY 04-05 Budget—\$270,261

<u>Expenses</u>	% of					
Task	Total	Total Budget	Personnel	Direct Costs	Consultants	Overhead
Program management	32%	85,662	56,089	4,450		25,122
Planning	19%	52,040	35,056	1,283		15,702
Technical assistance	8%	20,303	14,022			6,281
Government relations	8%	21,053	14,022	750		6,281
Facilitation	19%	51,000			51,000	
Outreach and education	15%	40,204	21,033	9,750		9,421
<b>Total</b>	<b>100%</b>	<b>270,261</b>	<b>140,223</b>	<b>16,232</b>	<b>51,000</b>	<b>62,806</b>

## Funding Sources

Grant—DWR 270,261

## Description of Tasks

Program management	Meeting planning and preparation, communication with members, state staff and consultants, recruit new members and fill vacancies, communicate with ABAG Executive Board and committees, supervise administrative assistant, coordinate work of other ABAG staff.
Planning	Development of elements of the IRWMP, coordination with state staff and stakeholders, assist with funding applications for planning work, presentations to committees, evaluation of plans and data.
Technical assistance	Respond to local government inquiries about IRWMP and the work of the Task Force/Water Forum.
Government relations	Meet with a range of agencies related to IRWMP and the Task Force/Water Forum.
Facilitation	Facilitate meetings of the Task Force/Water Forum.
Outreach and education	Prepare and disseminate literature to members of the Task Force/Water Forum and the general public.

## Assumptions in Budget

Number of TF/Forum meetings	8
Number of committee meetings	20
Number of preparatory meetings	20
Number of other meetings	8
Number of ABAG staff (FTE)	2

**ABAG CALFED TASK FORCE AND BAY AREA WATER FORUM**  
**Draft Budget Plan by Task as of 6/1/05**  
**Prepared for Voluntary Contribution Solicitation**

**FY 05-06 Scenario I Budget--\$252,400**

Task	% of Total	Total Budget	Personnel	Direct Costs	Consultants	Overhead
Program coordination	40%	99,825	66,182	4,000		29,643
Planning	18%	44,321	29,782	1,200		13,339
Technical assistance	9%	23,956	16,546			7,411
Government relations	10%	24,706	16,546	750		7,411
Facilitation	7%	16,769	11,582			5,187
Outreach and education	17%	42,822	24,818	6,888		11,116
<b>Total Expenses</b>	<b>100%</b>	<b>252,400</b>	<b>165,455</b>	<b>12,838</b>	<b>0</b>	<b>74,107</b>

**Funding Sources**

Voluntary contributions	100,000
Foundations	80,000
Corporations	25,000
Government grants	75,000
Event underwriting	2,400
<b>Total Funding</b>	<b>252,400</b>

**Description of Tasks**

Program coordination	Meeting planning and preparation, communication with members, state/regional/local staff and consultants, recruit new members and fill vacancies, communicate with ABAG Executive Board and committees, supervise administrative assistant, coordinate work of other staff.
Planning	Development of elements of the IRWMP, coordination with state staff and stakeholders, assist with funding applications for planning work, presentations to committees, evaluation of plans and data.
Technical assistance	Respond to local government staff and other stakeholder inquiries about IRWMP and the work of the Task Force/Water Forum.
Government relations	Meet with a range of agencies related to IRWMP and the Task Force/Water Forum.
Facilitation	Facilitate meetings of the Task Force/Water Forum and engage in a consensus process. Note: does not include State-funded facilitation.
Outreach and education	Prepare and disseminate information and outreach materials to members of the Task Force/Water Forum and the general public. Participate in speaking engagements, and other communications as appropriate.

**Assumptions in Budget**

Voluntary contributions	= 40% total funding
Number of TF/Forum meetings	6
Number of committee meetings	16
Number of preparatory meetings	14
Number of other meetings	12
Number of staff (FTE)	2.5
Participation in IRWMP in addition to program administration	

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**FY 05-06 Scenario II Budget—\$201,200**

<b>Expenses</b>	<b>% of</b>					
<b>Task</b>	<b>Total</b>	<b>Total Budget</b>	<b>Personnel</b>	<b>Direct Costs</b>	<b>Consultants</b>	<b>Overhead</b>
Program coordination	41%	\$2,868	54,484	3,980		24,404
Planning	18%	35,500	24,518			10,982
Technical assistance	10%	19,722	13,621			6,101
Government relations	10%	19,722	13,621			6,101
Facilitation	7%	13,805	9,535			4,271
Outreach and education	15%	29,583	20,432			9,151
<b>Total</b>	<b>100%</b>	<b>201,200</b>	<b>136,211</b>	<b>3,980</b>	<b>0</b>	<b>61,009</b>

**Funding Sources**

Voluntary contributions	80,000
Foundations	40,000
Corporations	20,000
Government grants	60,000
Event underwriting	1,200
<b>Total Funding</b>	<b>201,200</b>

**Description of Tasks**

<b>Program coordination</b>	Meeting planning and preparation, communication with members, state/regional/local staff and consultants, recruit new members and fill vacancies, communicate with ABAG Executive Board and committees, supervise administrative assistant, coordinate work of other staff.
<b>Planning</b>	Development of elements of the IRWMP, coordination with state staff and stakeholders, assist with funding applications for planning work, presentations to committees, evaluation of plans and data.
<b>Technical assistance</b>	Respond to local government staff and other stakeholder inquiries about IRWMP and the work of the Task Force/Water Forum.
<b>Government relations</b>	Meet with a range of agencies related to IRWMP and the Task Force/Water Forum.
<b>Facilitation</b>	Facilitate meetings of the Task Force/Water Forum and engage in a consensus process. Note: does not include State-funded facilitation.
<b>Outreach and education</b>	Prepare and disseminate information and outreach materials to members of the Task Force/Water Forum and the general public. Participate in speaking engagements, and other communications as appropriate.

**Assumptions in Budget**

Voluntary contributions	= 40% total funding
Number of TF/Forum meetings	4
Number of committee meetings	8
Number of preparatory meetings	8
Number of other meetings	6
Number of staff (FTE)	1.5
Participation in IRWMP in addition to program administration	